

## MEMORANDUM

Agenda Item No. 11(A)(12)

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**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

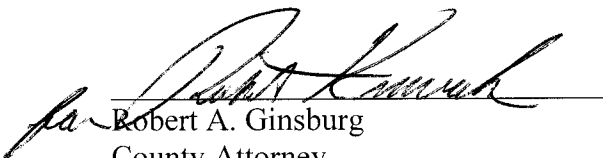
**DATE:** April 5, 2005

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Resolution Retroactively  
Authorizing In-Kind Services  
From the Park and Recreation  
Department for St. John the  
Apostle Catholic Church's  
Annual Festival on March 3-6,  
2005 in an Amount Not To  
Exceed \$2,426

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The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Rebeca Sosa.

  
Robert A. Ginsburg  
County Attorney

RAG/dc



# MEMORANDUM

(Revised)

**TO:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**DATE:** April 5, 2005

**FROM:** Robert A. Ginsburg  
County Attorney

**SUBJECT:** Agenda Item No. 11(A)(12)

Please note any items checked.

- ☐ "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☒ Budget required
- ☐ Statement of fiscal impact required
- ☐ Bid waiver requiring County Manager's written recommendation
- ☐ Ordinance creating a new board requires detailed County Manager's report for public hearing
- ☐ Housekeeping item (no policy decision required)
- ☐ No committee review

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 11(A)(12)  
04-05-05

RESOLUTION NO. \_\_\_\_\_

RESOLUTION RETROACTIVELY AUTHORIZING IN-KIND SERVICES FROM THE MIAMI-DADE PARK AND RECREATION DEPARTMENT FOR ST. JOHN THE APOSTLE CATHOLIC CHURCH'S ANNUAL FESTIVAL ON MARCH 3-6, 2005 IN AN AMOUNT NOT TO EXCEED \$2,426 TO BE FUNDED FROM THE DISTRICT 6 IN-KIND RESERVE FUND

**WHEREAS**, St. John the Apostle Catholic Church ("St. John") is holding its annual festival for the enjoyment of the community's families and to benefit community programs serving the underprivileged; and

**WHEREAS**, St. John has requested in-kind services from the Miami-Dade Park and Recreation Department for its March 3-6, 2005 festival in an amount not to exceed \$2,426 (see attached Fee Waiver/In-Kind Service Application); and

**WHEREAS**, St. John's festival is a district event and the in-kind services will be funded from the District 6 In-kind Reserve Fund,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA**, that this Board retroactively authorizes in-kind services from the Miami-Dade Park and Recreation Department for its March 3-6, 2005 annual festival in an amount not to exceed \$2,426 to be funded from the District 6 in-kind reserve fund.

The foregoing resolution was sponsored by Commissioner Rebeca Sosa and offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman  
Dennis C. Moss, Vice-Chairman

Bruno A. Barreiro  
Jose "Pepe" Diaz  
Sally A. Heyman  
Dorrin D. Rolle  
Katy Sorenson  
Sen. Javier D. Souto

Dr. Barbara Carey-Shuler  
Carlos A. Gimenez  
Barbara J. Jordan  
Natacha Seijas  
Rebeca Sosa

The Chairperson thereupon declared the resolution duly passed and adopted this 5<sup>th</sup> day of April, 2005. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Mariela Martinez-Cid

**MIAMI-DADE COUNTY  
FEE WAIVER/IN-KIND SERVICES APPLICATION**

COUNTY FEE WAIVERS OR IN-KIND SERVICES REQUESTED THROUGH THIS PROCESS ARE NOT EFFECTIVE UNTIL APPROVED BY ACTION OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO THE MIAMI-DADE COUNTY HOME RULE CHARTER

Please complete the following form and submit completed form along with requested materials, if applicable, to:

Special Events Staff  
Communications Department  
111 N.W. 1<sup>st</sup> Street, Suite 2510  
Miami, FL 33128

Phone: (305) 375-2836  
Fax: (305) 375-3868

Type of Event/Application (select one of the following):

- ☐ District Event - Event of minimal impact related to specific commission district (Complete questions 1-7, sign and date; copy will be submitted to the appropriate District Commissioner within two days of receipt of application.)
- ☒ Small Event - Event of minimal impact not necessarily related to a specific commission district. (Complete questions 1-7, sign and date.)
- ☒ Special Event - Event with expected attendance of less than 5,000 with localized impact limited to an individual community or municipality (Complete questions 1-12, sign, date and submit form no later than 60 days prior to event date.)
- ☐ Major Event - Large Event with expected attendance of over 5,000 or significant probability of protests, controversy, violence or vandalism (Complete questions 1-12, sign, date and submit form no later than 120 days prior to event date.)

1. Full legal name of the requesting organization: St. John the Apostle Catholic Church & School

2. Applicant Status: (Select one of the choices below)

- ☒ Not-For-Profit or Tax Exempt ☐ Local Government or Public Entity
- ☐ For-Profit
- ☐ County Sponsored Event/Sponsoring Department
- ☐ Other (specify): \_\_\_\_\_

3. Name and contact information for single point of contact (address, phone, fax, e-mail address, etc.): Father Emilio Martin  
Pastor, St. John the Apostle Catholic Church, 475 E 4<sup>th</sup> St., Hialeah, FL  
33010 305.888.7109, 305.888.7341 fax

4. Specify fee waiver or in-kind service requested (quantity, if applicable): USE of stage & donation for  
Feetb. team at our annual festival  
March 3-10

5. Name, date of event, description, and purpose of the event (If event is a fund-raiser, define the beneficiaries):  
Annual Festival - St. John the Apostle  
475 E 4<sup>th</sup> St.  
March 3-10, 2005  
Raise funds for community programs.

6. Please select ALL that apply to event:

- ☒ Economic Development: Event supports vitality or growth of the local economy
- ☐ Youth/Education: Event benefits youth of any age and/or offers educational benefits
- ☒ Health and Social Services: Event supports health-related causes and/or social programs or institutions that improve quality of life within the community
- ☐ Arts and Culture: Event supports music, theatre, literature, art or culture
- ☐ Environmental: Event benefits environmental concerns or promotes conservation
- ☐ Sports and Athletics: Event supports/promotes organized sports or recreational participation

7. Physical address of event venue (please specify Commission District(s)): 475 E 4<sup>th</sup> St. Hialeah, FL 33010

WIRELESS COMMUNICATIONS  
FEE WAIVER/KIND SERVICES APPLICATION

8. Description of regional or local impact: Provide services to the local residents, businesses and parsonages of the community.
9. Daily/hourly event schedule, including set-up and breakdown schedule (attach event calendar, if applicable): Set-up Thursday, March 3. THUR. Mar 3 6pm-10pm, Friday Mar 4. 6pm-12am, Sat Mar 5. 3pm-12am, SUN. Mar 6 10pm-11pm. Breakdown Mar 7.
10. Detailed description of event venues (map or schematic of event venues, access points, surrounding roadways and traffic flow diagrams, if applicable): East 4th St. back of school - Festival area with rides from Amusements of America. Between 4th Ave & 6th Ave.
11. Expected number of participants and estimated attendance (per day, if applicable): Average 5,000
12. Itemized budget, including total event budget, total budget of host organization, if applicable, and total commitment of resources (attach additional pages as needed): Funds will benefit organizations of the community that help the under privileged

I hereby certify that all the statements made in this application are true and correct.

  
Signature of Authorized Representative

2/14/05  
Date

FROM : TRACFONE WIRELESS, INC.

FAX NO. : 3054182611

Feb. 11 2005 05:01PM P2

FEB-11-2005 09:21 PM

P. 02/02



**MIAMI-DADE PARKS & RECREATION DEPT.**  
**SHOWMOBILE, STAGES, BLEACHERS, SOUND & PRODUCTION**  
 305-257-0933 Fax: 240/305-257-1063 (F)



**EQUIPMENT CONFIRMATION FORM**



ORGANIZATION/AGENCY St. John the Apostle Catholic Church  
 EQUIPMENT REQUESTED Small Showmobile  
 NAME OF PERSON RESPONSIBLE FOR THIS BILL Office of Comm. Socia  
 BILLING ADDRESS \_\_\_\_\_  
 NAME/TITLE OF THE EVENT St. John Annual Festival  
 ADDRESS OF EVENT 475 E 4th AVE.  
 TODAY'S DATE 2/11/05 DATE(S) OF EVENT March 3 - 6  
 SET-UP TIME & DAY March 3 10:00am  
 TAKE-DOWN & DAY March 7th 10:00am  
 CONTACT PERSON/PHONE Aya Padilla 305-640-2066  
 AT SITE Pat Carnival 305-737-4740  
 CONTACT/PHONE Aya Padilla 305-302-3816

SPECIAL INSTRUCTIONS: Dimension item(s) are to be placed, maps, diagrams, etc.

OTHER INFORMATION: Include additional equipment if needed.

We, the users, understand that we assume full responsibility for any damage, theft, or loss to said equipment and its accessories between the time the Miami-Dade Park and Recreation Department completes setting up and the time it taken down. We, the users, also agree to adhere to the requests set forth in the rental policy. We do have a copy of the rental policy and fully understand the requirements set forth in renting the equipment requested at our listed in the rental policy. We also understand that the total fee is to be refunded (if) five working days before the event.

\*Fee \$ 2,476

(SEE FEE SCHEDULE FOR EXACT CHARGES) Agency/Group St. John the Apostle

CANCELLATIONS MUST BE MADE 72 HOURS IN ADVANCE OF THE EVENT BY FAX OR EMAIL. OTHERWISE EXPECT TO BE CHARGED 1/2 (HALF) OF RENTAL FEE.

DATE 2/15/05  
 TIME 1:24

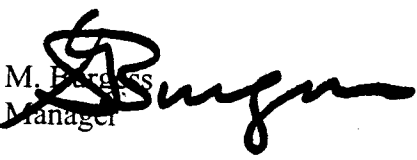
**FAXED**  
2/11/05

# Memorandum

MIAMI-DADE  
COUNTY

**Date:** April 5, 2005

**To:** Honorable Chairman Joe A. Martinez  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager 

**Subject:** District Specific In-Kind Reserve Request Recommendation

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The Office of Strategic Business Management (OSBM) has reviewed the attached in-kind request and recommends the item move forward to the Board of County Commissioners for consideration. The district specific in-kind reserve balance allows for the funding of this request.

## Background

A wavier for in-kind services is being requested by St. John the Apostle Catholic Church & School for their Annual Festival scheduled for March 3 – 6, 2005.

In-kind services have been requested in the amount of \$2,426 from the Park and Recreation Department for the use of the stage. This event will be funded from District 6's district specific in-kind reserve.

In FY 2004-05, St. John the Apostle Catholic Church and School has not received any county funding.

Inkind02605